

REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF SAN BERNARDINO COUNTY, CALIFORNIA  
AND RECORD OF ACTION

13

April 6, 2004

**FROM: BARBARA HALSEY, DIRECTOR  
JOBS AND EMPLOYMENT SERVICES DEPARTMENT**

**SUBJECT: CONTRACT TO PROVIDE VOCATIONAL TRAINING SERVICES TO  
CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS AND  
WELFARE-TO-WORK ELIGIBLE PARTICIPANTS – SCHAFER REAL ESTATE  
& INVESTMENT CO., INC.**

**RECOMMENDATION:** Approve contract with Schaffer Real Estate & Investment Co. Inc. to provide short-term vocational training services for eligible California Work Opportunity and Responsibility to Kids (CalWORKs) and Welfare-to-Work (WtW) clients from April 6, 2004 to June 30, 2004 for a total not to exceed \$35,000.

**BACKGROUND INFORMATION:** On December 2, 2003 the Board of Supervisors approved funding adjustments to the Human Services System (HSS) Administrative Claim Budget based upon revised revenue estimates. As a result of that action unanticipated one-time Welfare to Work funding was realized for the purposes of providing vocational training activities to eligible CalWORKs/WtW clients. As the Workforce Investment Board through Jobs and Employment Services Department (JESD) is most suited in providing these services in a timely manner, a Memorandum of Understanding was entered into between HSS and JESD on December 19, 2003. JESD has agreed to provide vocational training, job placement, and supportive service activities to at least 1000 CalWORKs eligible clients referred by HSS for services.

On January 13, 2004, the Board of Supervisors approved the release of a Request for Proposals to solicit interested vocational training providers to provide short-term vocational training services. Twenty-six proposals were received and reviewed by the Workforce Investment Board (WIB) Contracts and Performance Committee and twenty (20) providers were selected for funding recommendations.

Approval of this contract will enable the County of San Bernardino to provide additional short-term vocational training to 7 CalWORKs/WtW clients at an average training cost of \$5000 per client. Essential requirements of this contract are that the training will be completed by June 30, 2004 and will prepare the clients for entry-level positions in building trades through an introduction to equipment operation and principles of jobsite safety.

Record of Action of the Board of Supervisors

13

**Contract To Provide Vocational Training Services To California Work Opportunity And Responsibility To Kids and Welfare-to Work Eligible Participants – Schaffer Real Estate & Investment Co., Inc.**

**April 6, 2004**

**Page 2 of 2**

13

**REVIEW AND APPROVAL BY OTHERS:** This contract was reviewed and recommended for funding by the WIB Contracts and Performance Committee on January 30, 2004 and was approved by the full WIB on February 2, 2004. An evaluation by the WIB Contracts and Performance Committee was conducted on March 23, 2004 and the contract was approved for funding. This item was also reviewed and approved as to form by Deputy County Counsel Regina A. Coleman (387.3266) on February 26, 2004; and by the County Administrative Office, Patricia M. Cole, Administrative Analyst III (387.5346) on March 26, 2004.

**FINANCIAL IMPACT:** Funding for these services is provided by the one-time Welfare-to-Work revenues, made available to JESD through a Memorandum of Understanding with the Human Services System, on a reimbursement basis. JESD has sufficient FY 2003-2004 budget authority (SAC-JOB) to fund this contract. This action will not result in a local cost to the County.

**COST REDUCTION REVIEW:** The County Administrative Office has reviewed this agenda item and concurs with the Department's proposal and recommends this action because the Welfare-to-Work funding to pay for the cost of this contract for training and supportive services are not in jeopardy.

**SUPERVISORIAL DISTRICT(S):** All

**PRESENTER:** Barbara Halsey, Director, JESD (909.388.4389)

13